

DIRECTIONS FOR ISSUING PUBLIC NOTICE - LEAD AND COPPER MONITORING & REPORTING VIOLATION

*Notice shall be provided as soon as possible, but no later than **30 days** after the system learns of the violation. Notice shall be repeated at least every 3 months for as long as the violation continues. Proof of public notice, as described below, shall be completed and sent to DES within 10 days of providing public notice.*

A COMMUNITY water system *must always* notify consumers by mailing or directly delivering the public notice to each customer receiving a bill and to other consumers to whom water is delivered.

IF persons regularly served by the system would not normally be reached by the mailing or direct delivery methods described above, the water system shall also use *at least one* of the following notification methods.

1. Publication of the notice for 3 consecutive days in a daily newspaper of general circulation that serves the area of the water system.
2. Posting the notice in public places served by the water system. [Posted notices must remain in place for as long as the violation persists, but in no case for less than 7 days, even if the violation is resolved.]
3. Furnishing a copy of the notice to radio and television stations that broadcast in the area served by the water system.

A NON-COMMUNITY water system shall notify consumers by posting the notice in conspicuous locations throughout the distribution system frequented by persons served by the system, or by mailing or direct delivery to each customer and consumer. [Posted notices must remain in place for as long as the violation persists, but in no case for less than 7 days, even if the violation has ended.] **IF** other persons regularly served by the system would not normally be reached by the posting, mailing, or direct delivery methods described above, the water system shall also publish the notice for 3 consecutive days in a daily newspaper of general circulation that serves the area of the water system.

Additional methods (*e.g.*, electronic mail, delivery of copies to parents or guardians of students) may be needed since the notice must be provided in a manner reasonably calculated to reach all persons served.

The language in *italics* on the reverse side must remain unchanged. ***This language is mandatory.***

Submitting Proof of Public Notice to DES

Within **10 days** after issuing the notice, the owner of the water system shall provide proof of public notice to DES. Proof of public notice shall consist of a copy of the notice that was distributed or posted, and each of the 3 full pages of newspaper articles – if this secondary method is used, **and** the following completed certification:

CERTIFICATION

I hereby affirm public notice has been provided to consumers in accordance with the delivery, content, and deadline requirements in NH Admin. Rule Env-Ws 351, as outlined above.

First Delivery Method Used: _____ Date: _____

Second Delivery Method Used (IF needed): _____ Date: _____

Signature of Water System Owner

Water System Name

Date

Proof of public notification should be faxed to (603) 271-5171 OR mailed to:

Lead & Copper Monitoring Section
Department of Environmental Services
Water Supply Engineering Bureau
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

LEAD AND COPPER MONITORING REQUIREMENTS NOT MET

The _____ water system violated drinking water monitoring standards. Although this is not an emergency, as our customers, you have a right to know what happened and what we did to correct the situation.

We are required to monitor your drinking water for specific contaminants on a regular basis. Results of regular monitoring are an indicator of whether or not your drinking water meets health standards. During _____, we did not monitor, or complete all required monitoring for lead (sampling period) and copper, and therefore cannot be sure of the quality of your drinking water during that time.

What should I do?

There is nothing you need to do at this time.

The table below lists when we were supposed test for lead and copper, how many samples we were supposed to take, how many samples were actually taken, and the date on which follow-up samples were (or will be) taken.

Contaminant	Sampling period we were required to sample	Number of samples we were required to collect	Number of samples we collected	When all samples were (or will be) collected
Lead and copper				

Steps We Are Taking: _____
(describe corrective action to prevent future monitoring violations)

For more information, please contact _____ of _____
(name of contact) (name of system or company)

at _____ or _____
(telephone number) (address)

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

EPA #: _____ Date Distributed: _____